



RECORDS RETENTION SCHEDULE

AUDITOR OF PUBLIC ACCOUNTS

Schedule Date: March 2001



Prepared by
STATE RECORDS BRANCH
Public Records Division
Kentucky Department for Libraries and Archives

RECORDS RETENTION SCHEDULE

Signature Page

Auditor of Public Accounts
Agency

March 08, 2001
Schedule Date

Unit

Change Date

3/8/01

Date Approved by Commission

APPROVALS

The undersigned approve of the following Records Retention Schedule or Change:

✓ Ed Tatchell
Agency Head

3/2/01
Date of Approval

✓ Kent Hummel
Agency Records Officer

3/2/2001
Date of Approval

Rebecca Jelding
State Archivist and Records Administrator
Director, Public Records Division

March 7, 2001
Date of Approval


Chairman, State Archives and Records Commission

3/08/01
Date of Approval

The undersigned Public Records Division staff have examined the record items and recommend the disposition as shown:

Diana Moses
Records Analyst/Regional Administrator

3/7/01
Date of Approval

Jim Ingle
Appraisal Archivist

3/7/01
Date of Approval

Diana Moses
State/Local Records Branch Manager

3/7/01
Date of Approval

The determination as set forth meets with my approval.

Ed Tatchell
Auditor of Public Accounts

3/8/01
Date of Approval

RECORDS RETENTION SCHEDULE

STATE ARCHIVES AND RECORDS COMMISSION
Public Records Division
Kentucky Department for Libraries and Archives

Auditor of Public Accounts

Schedule Date: March 08, 2001

Series No.	Record Title and Description	Retain at Agency (Years)	Disposition Instructions	Retain at State Archives or Records Ctr. (Years)
00181	Work Papers for Audits (C) 45 KAR 1:060; KRS 61.878 (1) (i) (j) (V)	3	Transfer to the State Records Center	3
04052	Audits of Local Government Agencies - (Electronic)	I	Transfer one copy of each audit to the State Archives Center after all audits for a given year are published	P
04053	Audits of State Agencies - (Electronic)	I	Forward three copies of each completed audit to the Publications Section of the Public Records Division when issued. Destroy excess copies when no longer needed	P
04054	Performance Audits - (Documents the effectiveness and efficiency of state agencies and government programs) - (Electronic)	I	Forward three copies of each completed audit to the Publications Section of the Public Records Division when issued. Destroy excess copies when no longer needed	P
05007	Complaint Case File (C) KRS 61.878 (1) (a)	4	Transfer to the State Records Center	4

C = Confidential Record I = Indefinite P = Permanent V = Vital Record

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Schedule Date: March 08, 2001

Series No.	Record Title and Description	Retain at Agency (Years)	Disposition Instructions	Retain at State Archives or Records Ctr. (Years)
05008	Special Examinations Letter of Findings and Recommendations File	4	Transfer to the State Archives Center	P
05009	Special Examination Interim Report File - (Electronic) (V)	I	Forward three copies of each report to the Publications Section of the Public Records Division when issued. Destroy excess copies when no longer needed	P
05010	Special Examination Reports - (Documents use/misuse of public funds) - (Electronic)	I	Forward three copies of each report to the Publications Section of the Public Records Division when issued. Destroy excess copies when no longer needed	P
04434	Birth, Marriage and Death Registers - (1852 - 1910) Closed Date: 1/1/1911 (V)	0	Retain in the State Archives Center	P